

FIRST 5 YUBA COUNTY CHILDREN AND FAMILIES COMMISSION

Regular Meeting Agenda
Thursday, April 24, 2025
3:30p.m. – 5:00p.m.

This meeting will be held in compliance with the requirements of AB 2449(Government Code 54953(e)) - and will include in person public attendance at **Youth for Change - 1128 Yuba Street, Wheatland Room (Ground floor), Marysville, CA 95901**. Members of the public may observe the meeting and provide comments to the Board via email, Zoom (internet-based option) or telephone as described below.

The meeting will be live-cast via [Zoom](#) where members of the public shall have the right to observe and offer public comment. This altered format is in observance of the recommendation by state officials that certain precautions be taken, including social distancing, to address the threat of COVID-19.

Join Zoom Meeting

<https://us02web.zoom.us/j/86944824269?pwd=xFPjtl6vbtClzHmcHfPk2Ljah0f3pa.1>

Meeting ID: 869 4482 4269 | Passcode: 741559

ITEM	SUBJECT
	Call to order, roll call and the Pledge of Allegiance
	Opportunity for Public Comments Items not on the Agenda – Limit five minutes per speaker.
1 Discussion/Action	Approval of Minutes of the February 27, 2025 Regular Commission Meeting
<i>Commissioner Reminder</i>	<i>All Commissioners are reminded to recuse themselves of abstain from voting on any agenda item with that has a real or perceived conflict of interest.</i>
2 Discussion/Action	Legal Services Contract: The Commission will review and take action on a sole source contract with Colantuono, Highsmith & Whatley, PC for legal services, July 1, 2025- June 30, 2028.
3 Discussion/Action	Contract Extension: The Commission will review and consider contract a extension for Olivehurst Public Utility District to support Water safety programing for children 0-5 for FY 2025- 2026.
4 Discussion/Action	First Reading of the DRAFT 25-26 Annual Budget: The Commission will hear updates on Prop 10 revenues, and progress on sustainability planning. The Commission will review the draft budget options for the 2025-2026 fiscal year budget pursuant to Health and Safety Code Section 130140(d)(3), Commission Policies and Procedures.
5 Discussion/Action	Executive Director Monthly Activity Report The Commission will receive information on committees and operational and program activities.
Adjourn	

If you are planning to attend and need special accommodations, please contact us at (530) 749-4877 at least three days in advance of the meeting. The schedule of future meetings is posted on the Commission's website, www.first5yuba.org.

The next regular Commission meeting will be on June 26, 2025

Agendas, minutes and supporting material are available for public review at 1114 Yuba Street, Suite 141, Marysville CA. Agendas are posted at the Yuba County Government Center, 915 8th Street, Marysville CA 95901. Please email first5@co.yuba.ca.us to be added to the email distribution list.

MEETING MINUTES

PUBLIC SESSION

Call to Order at 3:32 p.m.

Roll Call-

-Commissioners and Staff Present: Chair- Sally Sokoloski, Vice-Chair- Melissa Shaw, Melinda Staples, Jamie Bartolome, Rob Gregor, Jon Messick & Executive Director (ED)- Ericka Summers, Secretary –Carmen Rodriguez, Robin Timoszyk, and Hasia Delery

-Excused: Commissioner Matt Ricardy

PLEDGE OF ALLEGIANCE: *The group passed as the meeting was conducted hybrid, and the pledge of allegiance was said with the flag present.*

PUBLIC COMMENT: *No public comments were received.*

Presentation of the new program coordinator, Hasia Delery.

1. Consent Agenda - Approval of Minutes for December 12, 2024

***Commissioner Shaw asked to do a correction in December Minutes-- #3 to fix who made the motion. Commissioner Bartolome also asked to edit the current agenda before moving forward.*

-Motion by Commissioner Staples to approve the December Meeting Minutes with corrections.

-Second: Commissioner Bartolome

Roll Call Vote:

Ayes: Commissioner Sokoloski, Shaw, Staples, Bartolome, Messick, and Gregor

Nay/Abstain: None

Motion carried.

2. Public Hearing: Review of First 5 California's Annual Report for FY 2023-2024

Commissioner Sokoloski opened public hearing 3:43 pm. No public comment. The Commission accepted the Annual Report. Commissioner Sokoloski closed the public hearing 3:46 pm.

3. Public Hearing: Annual Review of the County Strategic Plan

Commissioner Sokoloski opened public hearing 3:46. No changes needed to the First 5 Yuba Strategic Plan. Commissioner Sokoloski closed the public hearing 3:48

4. Discussion/Action: Mid-Year Budget Review

ED reviewed the Mid-Year Budget narrative and the report, explaining where the money decreased and where it increased because of the additional external grant revenues sources. ED explained how resources will be allocated based on contracts.

-Motion by Commissioner Messick to approve mid-year budget revisions for FY 2024-2025 and authorize the Executive Director to perform all operational and administrative duties necessary (minor edits if needed) to carry out all budget functions as in alignment with internal and external contracts and in alignment with the strategic plan.

-Second: Commissioner Shaw

Roll Call Vote:

Ayes: Commissioner Sokoloski, Shaw, Staples, Bartolome, Messick, and Gregor

Nay/Abstain: None

Motion carried.

5. Discussion: Executive Director Monthly Activity Report

ED gave the commission a brief update on administration, program, special committee, and outreach activities.

THE MEETING ADJOURNED AT 4:18 PM

The next Commission Meeting is scheduled for April 25, 2024

AGENDA ITEM 2**April 24, 2025**

Subject	Legal Counsel Contract: July 2025- June 2028
Supporting Document(s)	<ol style="list-style-type: none">1. Letter of Intent & Email Correspondence2. Draft Contract: AC22-101
Overview	<p>Since 2001 the Commission solicits for legal services due to potential conflict of interest in using County Counsel services. The existing contract for legal services with Colantuono, Highsmith & Whatley, PC which was the last executed in August 2022 will end June 30, 2025.</p>
Recommendation	<p>In alignment with First 5 Yuba Contracting on Procurement Policies and Procedures, renewal of this sole source contract for legal services with Colantuono, Highsmith & Whatley would be in the Commissions best interest. Section 204, item 3.1.3 allows for continuing a sole source agreement with a contractor for the reason that:</p> <ol style="list-style-type: none">1. The contractor or vendor is familiar with the Commission and is knowledgeable of its unique needs.2. The rate of the contractor is reasonable and fair.3. A New RFP process would be costly and delay work and disbursement of many contracts going out by the Commission in the next 3-6 months.4. Previous work provided by the Contractor to the Commission since 2010 has been fair, justifiable and up to standards. (a list of services can be provided upon request).
Fiscal Impact	Services will not exceed the budgeted amount of \$15,000 annually unless otherwise approved by the Commission.
Action Requested	Motion to approve the contract for legal services with Colantuono, Highsmith & Whatley, PC beginning July 1, 2025- June 30, 2028.

AGENDA ITEM 3

April 24, 2025

Subject	Olivehurst Public Utility District (OPUD) Aquatics Program: Contract Extension
Supporting Document(s)	<ul style="list-style-type: none">a) Olivehurst Public Utility District (OPUD) Budget and SOWb) Contract Amendments
Overview	The Commission will consider a contract extension for Olivehurst Public Utility District (OPUD) regarding a proposal to continue injury prevention efforts, water safety, drowning prevention, and recreation among children 0-5 in Yuba County.
Recommendation	<p>After review of the current contracts and amendments it was determined that the proposal was aligned with the commission's <i>Strategic Framework</i> - meets the desired outcomes of <i>Increased Physical Activity and Safety</i>. Investments were also previously identified as an area of interest for funding in the Long Range Financial Plan. The services as outlined in the scope of work and budget and will benefit children 0-5 and their families. With declining revenues, the Commission has instructed a 10% reduction in all community investments. These reductions are reflected in their proposed budget.</p> <p>The commission considers the contract extension for OPUD for FY 2025/2026.</p>
Fiscal Impact	A total of \$15,300 for FY 2025/2026
Action Requested	Motion to approve or deny the OPUD contract extension for FY 2025/2026

AGENDA ITEM 4**April 24, 2025**

Subject	First Reading- Fiscal Year (FY) 2025-2026 Draft Budget
Supporting Document(s)	<ol style="list-style-type: none">1. Draft Budget Narrative2. Draft Budget
Overview	Pursuant to Health and Safety Code provisions and the County of Yuba Ordinance Code 4.45, the Commission must adopt a budget prior to the start of the fiscal year. Draft budget was built using the most current projections of incoming funding resources and most recent Prop 10 projections provided by the Department of Finance from April 2025 have been used to develop draft budget.
Discussion	The Commissioners will receive an updated report on the planning efforts and will be provided with draft budget to review and consider for the 25/26 fiscal year.
Recommendation	Review draft budget and make recommendations authorizing the Executive Director to move forward to compile a final budget in order to perform all operational and administrative duties necessary to implement the strategic plan in FY 2025-2026
Action Requested	No action requested

AGENDA ITEM 5
April 24, 2025

Subject	Executive Director Activity Report: March - April
Supporting Document(s)	ED Report Provided at meeting
Overview	The Commission will receive information on committees, First 5 CA and Association updates, operational/program activities, and the Executive Director special report.
Discussion	Further discussion upon inquiry
Recommendation	None
Fiscal Impact	None
Action Requested	None